

Ad-hoc Agricultural Assessment Work Group

7500 Odawa Circle, Harbor Springs, MI 49740

Meeting Minutes February 4, 2013 NRD Conference Room

1. The meeting was called to order at 10am.
2. Alan Proctor, Doug Craven, John Keshick, Regina Brubaker-Carver and Kevin Gasco were present. Renee Dillard and Michele Keshick were absent. Guests: Ellie Payton, LTBB Planning, Yvonne McShane, Legislative/Tribal Council Administrative Assistant.
3. Agenda – purpose of meeting was to provide comments for 2013-2017 FRTEP grant proposal from LTBB perspective.
4. Minutes – Draft AAWG December 20, 2012 and January 22, 2013 meeting minutes were not reviewed.
5. Reports on Past Action Items (due to time constraints, no reports on Action Items were given at this meeting.)
 - a. GSA Program - Kevin Gasco has not looked into this to date.
 - b. Farm Operation Plan and Budget – AP and DC met January 16, 2013 in the NRD conference room to begin drafting plan. Draft budget in excel and .doc LTBB Farm Plan begun and presented to AAWG for discussion and placed on the LTBB public drive [\\Ltbb-srv-dc1\public\Ag_ad_hoc\](#) for additional review from group. JK provided a copy of the Seller Disclosure Statement which has additional information useful for the Farm Plan. JK and RG will try to gather more information regarding farm operation at January 31, 2013 FRTEP meeting.
 - c. Building Codes – JK and KG to organize discussions with LTBB Executive and Planning, no action taken to date.
 - d. Youth Group – RG and MK to contact Kristy Dayson to talk about above topics, no action taken to date.
 - e. Parcel 54 House tour by AAWG – JK coordinated tour of structure January 7, 2012. A copy of AP notes is completed and in the public folder Parcel 54 AAWG Notes.
 - f. MSU Apprenticeship Program – RG to investigate, no action taken to date.
6. Old Business
 - a. Alan Proctor, Doug Craven, John Keshick, Regina Brubaker-Carver participated with the January 31, 2013 FRTEP meeting via conference call due to weather. This meeting was essentially centered around new FRTEP grant cycle, and request from participating tribes to provide input for their communities. LTBB schedules meeting following Monday (February 4, 2013) in the NRD Conference room to provide input.

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- b. Grant availability from the Relationship Building for Better Partnerships: Anishnaabe Tribes & MSUE sessions are administered directly through MSU in partnership with LTBB and MSUE for specific projects within the LTBB community. There will be approximately 2-3 grants (\$1000 each) per community.
 - c. JK volunteers to secure a Letter of Support (LOS) for 2013-2017 FRTEP grant from LTBB Tribal Council, DC and AP volunteer to secure LOS from LTBB Executive.
 - d. AAWG report presented to Tribal Council on February 3, 2013 which includes cover letter and copy of the 113012, 122012 and 012213 AAWG meeting minutes.
7. New Business
- a. JK – Comments that an LTBB Department of Agriculture may be best vehicle to carry agricultural initiatives within the government and community forward. Further states that LTBB should strive to grow its own produce rather than incorporating “middle men”.
 - b. EP – brief report on available top soil availability within the area, Veville Farms, Tri-County Excavating and Emmet County Transfer Station.
 - c. KG – brief comment that discussion with LTBB Controller regarding GSA program has begun.
 - d. KG – Comments regarding the promotion of agricultural skills for youth and skilled trades within the community.
8. New Action Items – for report to AAWG at next scheduled meeting. (Due to time constraints, no reports on Action Items were given at this meeting.)
- a. Potential Funding Opportunities
 - i. DC – research USDA Loan Program.
 - ii. GSA – KG to investigate LTBB involvement.
 - iii. JK – working with Planning Director Bryan Gillett and General Counsel Jim Bransky researching the Land Tenure Foundation and traditional lending institutions, also with Grants Writer Julie Kauppila.
 - iv. JK, RG, DC and AP - Federally Recognized Tribes Extension Program (FRTEP) Updates – Relationship Building for Better Partnerships. AAWG will get clarification on associated grants at upcoming FRTEP meeting scheduled for January 31, 2013.
 - b. Crop Information - MK will try to get planting plan from Berg Farms outlining amount of needed acreage per crop and types, centering on the Three Sisters.
 - c. Report to Tribal Council – AP and DC to generate a memo outlining groups recommendations and initiatives for February 3, 2013 Tribal Council meeting.
 - d. MSU Apprenticeship Program – RG to investigate.
 - e. Building Codes – JK and KG to organize discussions with LTBB Executive and Planning, no action taken to date.

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- f. Youth Group – RG and MK to contact Kristy Dayson to talk about above topics, no action taken to date.
 - g. NRD Greenhouse – AP to calculate number of raised beds and volume of soil for NRD greenhouse. RG to look up old numbers for raised beds provided to LTBB membership through the Home Grown program. Ellie Payton to research cost of soil and availability.
 - h. RG to research cost for cedar boards for raised beds in NRD Greenhouse.
- 9. Next Meeting – February 19, 2013 to be held in LTBB NRD Conference Room.
- 10. Adjournment

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Meeting Minutes

March 6, 2013 NRD Conference Room

1. The meeting was called to order at 10am.
2. Alan Proctor, Doug Craven, John Keshick, Regina Brubaker-Carver and Kevin Gasco were present. Renee Dillard and Michele Keshick were absent. Guests: Ellie Payton – Mobility Coordinator, Barry Bott – Peace Grant Youth Assistant, Michele LaCount - Legislative Office Manager.
3. Agenda
 - a. “Greenhouse and Garden kick-off” - Was presented by DC as an idea generated from ES staff, not as an official activity.
 - b. 2013 Green House Program. – RB comments on potential funds availability to purchase needed materials (soil, cedar boards) for hoop house behind NRD. Work bee scheduled for March 20, 2013.
 - c. Mini grant ideas as part of the ‘Relationship Building for Better Partnerships’ series. – With potential funds availability, AAWG agrees to not pursue mini grant for hoop house purposes, further agrees to pursue mini grant for youth scholarships to attend 4-H Great Lakes Natural Resources Camp at Camp Chickagami on Presque Isle, MI. DC to write grant proposal.
 - d. MSUE & LTBB Community Food Systems Work Team, hand out from Barb Smutek, tentatively scheduled for March 21, 2013 Odawa Hotel. – No action taken.
 - e. MSUE Business Counseling email, group review – Farm Plan Technical Assistance via MSUE staff - 030613 phone poll to authorize Alan Proctor to sign on behalf of AAWG to begin process.
4. Minutes – Draft AAWG February 4, 2013. No action taken.
5. Reports on Past Action Items
 - a. GSA Program – KG initiated conversation with LTBB Controller, expects further clarification on process.
 - b. Farm Operation Plan and Budget – AP and DC scheduled to meet on 031613 to continue plan formation.
 - c. Building Codes – JK and KG to organize discussions with LTBB Executive and Planning, no action taken to date. – No action taken.
 - d. Youth Group – BB, expressed interest in Youth Group participation with AAWG agricultural initiatives, including hoop house, participation with ‘Farm Plan’ and traditional foods, 4-H Great Lakes Natural Resources Camp at Camp Chickagami.

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- e. Parcel 54 House tour by AAWG – JK coordinated tour of structure January 7, 2012. Two LTBB Council members scheduled to tour property 031513 with JK.
 - f. MSU Apprenticeship Program – RG to investigate, contact made with Gordon Henry, MSU Native American Institute
6. Old Business
- a. Grant availability from the Relationship Building for Better Partnerships: Anishnaabe Tribes & MSUE sessions are administered directly through MSU in partnership with LTBB and MSUE for specific projects within the LTBB community. There will be approximately 2-3 grants (\$1000 each) per community.
7. New Business
- a. JK – Conversation with Danny Berg who is planning to triple the amount of sweet corn planted and allow greater access to LTBB. Youth could harvest and sell at farm stand for example. Also, Danny Berg states that he will plant a row of onions that LTBB will be responsible for (hoe, weeding etc) and ultimately harvest.
 - b. RB – Will begin working with MK to begin purchase of materials for greenhouse. Will also contact Larry Dyer regarding greenhouse assistance.
 - c. Conference call with Danny Berg – Becky can start seeds for \$12 flat. Need a good tomato plant start up here or “you will be out of luck” when transplanted to the field. His tomato plants are already 2” and under protection. Squash plant starts should begin May 1, moved to field June 1 and planted in a hill, double seeded. Squash resist replanting. Onions require water and nitrogen and they do well. Will accompany JK on a tour of Parcel 54 weekend of March 2, 2013.
8. New Action Items – for report to AAWG at next scheduled meeting.
- a. Potential Funding Opportunities
 - i. DC – research USDA Loan Program. – No action taken.
 - ii. JK – working with Planning Director Bryan Gillett and General Counsel Jim Bransky researching the Land Tenure Foundation and traditional lending institutions, also with Grants Writer Julie Kauppila. – Grant writer unable to attend this meeting 030613.
 - b. RB – Will begin working with MK to begin purchase of materials for greenhouse. Will also contact Larry Dyer regarding greenhouse assistance.
 - c. DC – will develop mini grant proposal for youth scholarships to attend 4-H Great Lakes Natural Resources Camp at Camp Chickagami on Presque Isle, MI. Joe VanAlstine from Commodities also developing a proposal. Proposals are due March 22, 2013.
 - d. RB – Will call Becky (Danny Berg) regarding starter plants assistance.
 - e. BB – Will ascertain LTBB youth interest to attend 4-H Great Lakes Natural Resources Camp at Camp Chickagami, Youth crop stand and other fund raising opportunities associated with agriculture.

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- f. KG – Will begin process to allow AAWG to enter into an agreement for technical assistance regarding LTBB Farm Plan.
 - g. RB and DC – Will begin process to formulate a budget for hoop house materials.
 - h. MSU Apprenticeship Program – RG to investigate, Gordon Henry is MSU contact.
 - i. Building Codes – JK and KG to organize discussions with LTBB Executive and Planning. No action taken to date.
 - j. AP – Will develop a detailed ‘map’ of Parcel 54 to use with LTBB Farm Plan.
9. Next Meeting – February 19, 2013 to be held in LTBB NRD Conference Room.
10. Adjournment